



PUBLIC NOTICE

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NEW ANTENNA STRUCTURE REGISTRATION PROCEDURES TAKE EFFECT TODAY

The transition is underway. In order to implement a new Antenna Structure Registration (ASR) filing system next Thursday, July 1, the Wireless Telecommunications Bureau has adopted new procedures for the ASR process. We remind ASR filers of two important changes that take effect at the end of today.

☛ **Electronic filing is temporarily unavailable.** At 5 p.m. (EDT) today, we discontinue the existing electronic registration formats for ASR (this includes both use of the dial-up filing software and electronic submission of data via a prescribed format (batch filing)). We will launch a new electronic filing process on July 1.

☛ **Manual (paper) filings must use new form or include supplemental information.** All manual ASR submissions made after today must (1) be made on the new FCC Form 854 (June 1999 edition date) or (2) be made on the old FCC Form 854 **and** include an attachment with supplemental information, including the Owner's Taxpayer Identification number (TIN). Furthermore, **you must use the new FCC Form 854 to notify the Commission of a change of ownership of a registered antenna structure.**

We described these new procedures and the overall ASR transition process in a *Public Notice* released June 21 ("Commission Announces New Procedures for Antenna Structure Registration," DA 99-1186, available on the Internet Antenna Homepage - <http://www.fcc.gov/wtb/antenna>). For your convenience, we are attaching a copy of Appendix A of the June 21 *Public Notice*, which describes the supplemental information that filers of old FCC Form 854 must submit after today.*

* Note: We have corrected the date on Appendix A to read "June 24, 1999" instead of "July 24, 1999" to be consistent with the procedures announced in the text of the June 21 *Public Notice*.

APPENDIX A

FORM 854 (JUNE 1996 EDITION) INFORMATION REQUIREMENTS

After June 24, 1999, we will accept filings made on the existing FCC Form 854 (June 1996 edition), provided:

1) The Taxpayer Identification Number (TIN) of Owner is written in the top right-hand corner of the form.

2) If the purpose is "M" (Modification of registered antenna structure), the nature of modifications (Block 12B) cannot be "O" **You must use new FCC Form 854 for change of ownership.**

3) Block 19 (Type of structure on which antenna will be mounted) lists the proper code for structure type. The following are valid codes:

<u>Code</u>	<u>Definition</u>
B	Building
BANT	Building with Antenna on Top
BMAST	Building with Mast
BPIPE	Building with Pipe
BPOLE	Building with Pole
BRIDG	Bridge
BTWR	Building with Tower
MAST	Mast
NNTANN*	Antenna Tower Array
NTOWER**	Multiple Structures
PIPE	Any type of Pipe
POLE	Any type of Pole
RIG	Oil or other type of Rig
SIGN	Any type of Sign or Billboard
SILO	Any type of Silo
STACK	Smoke Stack
TANK	Any type of Tank (water, gas, etc.)
TOWER	Free standing guyed structure used for communication purposes
TREE	Tree, when used as a support for an antenna
UPOLE	Utility Pole/Tower used to provide service (electric, telephone, etc.)

* Valid Tower Arrays. Code Definition: The first NN indicates the number of towers in an array. The second NN indicates the position of that tower in the array (*e.g.* 3TA2 would identify the second tower in a three-tower array; 14TA12 would identify the twelfth tower in a fourteen-tower array).

** Valid Multiple Structures. Code Definition: The N indicates the number of structures where multiple antenna structures are present (*i.e.* 2TOWER, 3TANK, 6BMAST, etc.).

4) Block 24 (FAA study number) is completed (This is no longer optional).

5) The following additional information is provided on an 8 1/2" x 11" sheet attached to the application, and is clearly identified:

Always required

- a) Date the FAA study was issued.
- b) Overall height of the antenna structure above mean sea level (OHAMSL).

Note: The Commission will not calculate this information for you.

Required only if necessary as part of the specific application

- c) Sub-Group Identification Number (SGIN) of Owner.
 - d) Contact Representative Information, if owner is a business or contact representative is different from the owner. Include first name, middle initial, last name, suffix, business name, P.O. box and/or street address, city, state, ZIP code, telephone number, and e-mail address.
 - e) Coordinates for the Center of the Array, if structure type is an Array.
- 6) The following information is no longer necessary and may be omitted:
- a) Whether applicant is providing a copy of the FAA determination (Block 23)
 - b) FAA regional office notified (Block 25)
 - c) Date notification filed (Block 26)
 - d) FCC Painting/Lighting Paragraphs (Block 27)

FORM 854R INFORMATION REQUIREMENTS

Registrants may continue to submit the tear-off-and-return portion of FCC Form 854R (the Registration) to provide notification of completion of construction (NT) or project abandonment/cancellation (CA) until August 30, 1999, provided:

- 1) The owner's TIN is written on the front of the form; and
- 2) A name, telephone number, and mailing address for the owner or contact representative is provided on the back of the form.